



CITY OF DOVER

TECHNICAL REVIEW COMMITTEE MINUTES – SITE-2026-0010

Application Type: Site Plan
Applicant(s): STF Development, LLC
Owner(s): STF Development, LLC
Location: 68 Durham Road (Assessor's Map I, Lot 11)
Date: July 23, 2026

INTENT: Proposal is to construct two (2), four-unit buildings, one 5,702 s.f. and the other 5,440 s.f., while retaining the existing single-family home, for a total of nine (9) units, 7 to be purchased through TDR. (SITE-2026-0010) (TDR application and LLA applications have been submitted TRAN-2026-0006 and LOTA-2026-0003.)

LOTS/UNITS PROPOSED: One existing, eight additional proposed. Nine units total.

AGENDA ITEM #: 1

ACREAGE:

Pre LLA: ±40,508 s.f. (0.93 ac)
Post LLA: ±44,660 s.f. (1.03 ac)

ZONING DISTRICT:

R-20 (±43,891 s.f. (1.01 ac) post LLA/50' adj.)
RM-SU (±769 s.f. (0.02 ac) post LLA/50' adj.)

EXISTING/PROPOSED LAND USE:

Residential (no change)

SURROUNDING LAND USE: Residential

ZBA ACTION: None

PERMITS REQUIRED: TDR Application and LLA Application are prerequisite.

WAIVERS REQUESTED: Minimum pipe cover - §157-40.B(5), Minimum block length – §157-31.F, Maximum road grade - §157-32.G.

ATTENDANCE:

Donna Benton, Planning
Paul Crouser, Zoning
Jill Semprini, Engineering
Craig Chabot, Fire Department
James Burdin, Business Development
Jim Maxfield, Inspections Services

Others:

Christopher Berry, BSE
Robert Paolini, Applicant/Owner

Motion to approve July 02, 2026 meeting minutes by: C.Chabot. Seconded by: J.Burdin. Vote: U/A

PLAN REVIEW:

Planning:

- Water/sewer investment fees
- Owners signature on the plan
- CWS, CSS, LLS, PE need to sign and stamp final plan set
- Building height to be adjusted to meet underlying zoning
- Given main access on Clancy, north side of parcel should be rear setback of 30', not 20'
- Note to screen transformer on right side of entrance
- Letters to serve should be provided
- Are these rentals or for-sale? What is the intended price point?
- How would a visitor get to the front porch?
- Discuss how much of the 20' perimeter will remain uncut/undisturbed including tree root structure?
- Would applicant intend to convert the existing single family or add units?
- Enclose existing dumpster
- Revise plan set to include:
 - Hydrant is in snow storage area. Will need to be accessible year-round.
 - As a courtesy, move outdoor sitting area within building envelope.
 - Clancy owner would need to permit light spillover or lighting should be revised.
 - Will lantern style lighting impact abutters?
 - Fence is shown on streetscape but not landscaping plan.

Engineering:

- Clancy is a private drive. How will the HOA be modified to address maintenance of utilities?
- CS recommends applicant provide contribution to Charles St pump station study.
- Confirm if drain manholes are required.
- Confirm trash toter storage location for Building 2.



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- Lighting to be 0 foot candles along abutting property lines.

Police: No Comments

Inspection Services:

- Maintain Fire Lane No Parking signs along Clancy Drive.

Fire Department: No Comments

Business Development:

- TDR Narrative is thorough and appears to address all criteria. I suggest adding more explicit discussion of the Land Use chapter of the master plan, particularly evaluating this site's consistency with the goals for Area 1 residential areas (see the map on page 17 and description on page 20).
- Please explain the rationale for the building orientation. At present the front facade of Building B appears to face the rear facade of Building A, which faces the rear of the SF home.

Planning Board:

- Density seems excessive.

Next Steps: Revise plans per comments above and resubmit for unofficial TRC.

Adjournment: P.Crouser moved to adjourn the meeting at 10:55 AM. Seconded by J.Maxfield. Vote: U/A.